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Minutes for Timberline Rim Board Meeting January 22nd, 2011

Minutes for Timberline Rim Board Meeting

January 22, 2011; 1:35 p.m.

Board Members present: Brian Floyd (President), Shannon Herman (Vice President), Richard Niday (Treasurer), Charlene Cardotte, Patti Gay-Buoy, and Donald Shay

A quorum was established.

Minutes for the December 18, 2010 board meeting were read by Shannon Herman. Minutes were discussed and corrections made. Patti Gay-Buoy made a motion that the minutes be accepted as read. Charlene Cardotte seconded the motion. All board members voted in favor of accepting the minutes as read.

Staff and committee reports:

Architectural Committee report was presented by Jeanne Woodfin. One disorderly lot.

Several requests, including fences, hot tub, deck, tree removal, and new construction.

Requested that Lilli Sawyer be removed as a committee member and that Jack Gann and Dave Creech be added as full ARCH committee members. Lilli is not doing well physically. After discussion it was decided that Lilli could stay on as an alternate.

The committee still needs a chairperson. No one really wants to do it. It was determined that the committee could operate at present without a chairperson. Would like the email account changed back to the gmail (office) account.

Asked if Barbara could take over typing the ARCH letters. Cathy can determine when she is ready to take on that task.

Patti Gay-Buoy made the motion to move Lilli Sawyer to an alternate ARCH committee position and Jack Gann and Dave Creech to \* ARCH positions. Don Shay seconded the motion. All board members voted in favor.

Water and Facilities report. (no report).

No report. Audrey Edwards was not present. She was escorting a Clackamas county emergency management head around Timberline Rim to show areas affected by the recent flooding of the Sandy river.

There was a question about whether Audrey and the county representative would go to the other side of the river.

Hopefully there will be some money that could be used for stabilizing the river bank.

Office report prepared by Cathy Coogan, presented by Brian Floyd.

Will be getting a bid for annual review of recreation club and water company finances by Bottanini, Gallucci & O'Hallon, P.C. They do have experience with home owner associations.

There will be only an annual review, with another full audit probably in about next five years.

Barbara Reed hired as office assistant to help Cathy in the office. Only candidate to come to an interview.

2011 budget essentially the same as last year. Will review/revise after full extent of flood damage and repairs are evaluated.

There were 30 accounts in arrears on their water fees. The number decreased to 10 after water disconnect notices were issued. The remaining accounts have until February 3, 2011 to make payments. Of the remaining 10 accounts, three are known foreclosures. The banks are not paying on the foreclosed lots.

BR&D water users (4 users outside of Timberline Rim) owe \$701.56 (142 days behind), not including the 2011 payment of \$336.00 due by January 31, 2011. All users were sent 5-day water cutoff notices for shutoff on January 26, 2011 if payment was not made. According to the contract, Timberline Rim Water Company has the right not to renew their contract if payments are not made. Discussion followed about turning off water to those users. Richard Niday made a motion that delinquent accounts for outside water users be cut off until payment is made for back balance and payment is made in advance for continuing water service. Charlene Cardotte seconded the motion. All board members voted in favor.

Treasurer report was presented by Richard Niday.

Approximate liquid assets: Recreation Club is \$89,000 and Water Company is \$235,000. Approximate balances in Clackamas County Bank checking accounts: \$3,000 in Water Company and \$21,000 in Recreation Club.

Common Area report. No report.

CC&R Committee report. No report.

Fire Safety Committee report. No report.

New Business:

1. Flood damage/assessment.

Members will have to submit estimated damage cost to the county to receive emergency repair plan.

Earlier the concentration was on Lolo Pass road, but Brian received calls from several state/federal government people in response to earlier complaints that county was not paying attention to Timberline Rim.

There are no FEMA funds available at this time. We need financial help to avoid more problems in the future.

A question was asked about insurance.

Open Discussion:

Clackamas County Damage Assessment Coordinator

Jay Wilson from Clackamas County spoke about what could be done, either through state/federal processes or by Timberline Rim.

Need to coordinate efforts so that everything works together to prevent future problems with the river.

Explained the damage amounts that needed to be met for the county (approximately \$1.2 million) and the state (approximately \$5-6 million) for people to qualify to receive

FEMA funds.

Estimated damage value needs to be realistic, but not under value. Questions were asked about help with preventive measures along the river. Questions were asked about people be reimbursed for expenses incurred.

Timberline Rim needs to present plans to the county quickly for emergency permit approval.

Need to have engineer look at current conditions to formulate a realistic plan for recovery and/or erosion prevention.

Many different agencies will need to be involved in getting approval for plans. Discussion was held about flood insurance. Money has been funded at the state level for a study of about 21 river miles, but specific location is not determined. Last flood mapping is from 1987 and river has changed significantly since then.

More discussion was held about coming up with a plan and coordinating efforts so that there is a consistent strategy for recovery.

Don Shay discussed rip rap along the river at Division 5. Private owner Keith Ressor has requested permission to repair the rip rap on common area adjacent to his lot. Don Shay made a motion to allow Keith Ressor to repair the rip rap along the common area at his expense. Charlene Cardotte seconded the motion. All board members voted in favor.

Charlene Cardotte made a motion to hire an engineering firm to come out to Timberline Rim.

All board members voted in favor.

Summary of motions made and approved:

1. Accept December board meeting minutes as read. All board members present voted in favor.
2. Move Lilli Sawyer to an alternate ARCH committee position and Jack Gann and Dave Creech to \* ARCH positions. All board members present voted in favor.
3. BR&D delinquent accounts for outside water users will be cut off until payment is made for back balance and payment is made in advance for continuing water service. All board members present voted in favor.
4. Allow Keith Ressor to repair rip rap on common area near his lot at his expense. All board members present voted in favor.
5. Hire an engineering firm to come out to Timberline Rim. . All board members present voted in favor.

Meeting adjourned 2:28 p.m.

Respectfully Submitted,

Glenn Kraski, Secretary

\*A motion was made and approved at the February board meeting to remove the word “permanent” from the original motion to move Jack Gann and Dave Creech to ARCH positions.

Patti Gay-Buoy, who made the original motion, was among those who voted in favor of removing the word “permanent.”

Minutes for Timberline Rim Board Meeting February 19th , 2011

Minutes for Timberline Rim Board Meeting February 19, 2011; 10:07 a.m.

Board Members present: Shannon Herman (Vice President), Richard Niday (Treasurer), Glenn Kraski (Secretary), Charlene Cardotte, Donna Bellows, Patti Gay- Buoy, and Donald Shay

A quorum was established.

Minutes for the January 22, 2011 board meeting were read by Glenn Kraski. Minutes were discussed and corrections made. Richard Niday made a motion to accept the minutes as corrected. Charlene Cardotte seconded the motion. All board members voted in favor of accepting the minutes as corrected.

Staff and committee reports:

Architectural Committee report. No report.

Water and Facilities report presented by Audrey Edwards.

Discussed testing for Chromium in the water system. Timberline Rim has never had a positive on Chromium.

State will be coming out and doing a sanitary survey on our water system. They do it every three to five years.

Gene will be able to come back to work part time, hopefully he will be back to full time by summer.

Heater was repaired in the lodge. Not all elements were coming on. A sequencer was replaced.

Some other projects: do the carpet and hallways.

Question was asked about the water line under the river. The line is about 6-1/2 feet down at 10 feet out. Should be okay if river does not shift further south. Question was asked about the exposed line: they are the old lines which were previously exposed. The lines are sealed.

Office report prepared by Cathy Coogan, presented by Shannon Herman.

Bid for annual review of recreation club and water company finances was submitted by Bottanini, Gallucci & O'Hallon, P.C. Services included in the bid: review of financial statements of Timberline Rim Recreation Club and Timberline Rim Water Company; prepare tax forms for both corporations. Proposed fee is \$3000.00.

Additional advisory services would be charged at an hourly rate of \$75.00 to \$150.00/hour.

Tim Rim rec and water revenues to date

Rec revenue: \$12,880 more than this time last year. Water revenue: \$11,490.00 more than this time last year.

BR&D water users (outside users) paid the 2010 past due amount of \$701.56 and paid their 2011 water fees totaling \$1,344.00 in full.

BR&D contract for 2011 was mailed on January 26, 2011, but BR&D has not yet returned the signed contract

Collections are as follows:

Rec: 1 in collections, 1 with 10 day warning of collections, 8 to receive preliminary 10 day warning letter of collections on 2-23-2011. 78 members still owe first January 2011 payment, some have past due balances from 2010.

Water: Between January 16 and February 2 a total of 17 water shutoff tags were hand delivered. 10 members either brought their accounts current or made substantial payments. Five homes were actually shut off, all vacant due to foreclosure. One member with non-payment needs to be discussed in executive session.

Treasurer report was presented by Richard Niday.

Approximate operating capital: Recreation Club is \$47,000 and Water Company is \$36,000.

Approximate liquid assets: Recreation Club is \$115,000 and Water Company is \$270,000.

Common Area report. No report. Vacant position

Fire Safety Committee report was presented by Don Shay.

Don Shay presented a letter received by a member concerning homeowner's insurance. The insurance company is refusing to renew her insurance due to fire danger. Don does not know if HB 360 had anything to do with this situation.

Charlene and Shannon both shared experiences in dealing with insurance companies concerning the requirements to trim tree limbs 6 feet from ground and 10 feet above structure. Also the 30 foot defensible space may not be complied with due to neighboring structures.

This situation involves greenway next to the member's property. Don suggested to the board that permission should be given to clear up the greenway.

ODF should return to continue what they started last year, but private homeowners need to work on cleaning up their lots also.

Don called Hoodland Fire Department. The fire marshal will come out and assess the member's property to see if meeting their guidelines will satisfy the insurance company. This service can be received free from Hoodland Fire.

Don Shay made a motion to allow Sherrie Cushman to clean up the common areas around her home to meet her fire insurance needs. Charlene Cardotte seconded the motion. All board members voted in favor.

CC&R Committee report was presented by Don Shay.

Wants to restart the CC&R discussion, but feels that sufficient input has been received from the community that the committee should meet privately to compile comments and suggestions before the next public meeting.

Need to have something on paper to present to people. Then meetings will be open to the membership.

Maintenance Committee report. No report. Vacant position.

Shannon explained the purpose of the maintenance committee.

Old Business:

1. Employee handbook amendments.

Need to make a new resolution for employee handbook, including vacation policy, sick time, overtime, cost of living increase. Needs to go to executive session.

New Business:

1. Flood damage.

Discussion was held about options and potential board/Timberline Rim involvement.

2. Timberline Rim alarm system.

Original impression was that the video monitoring system was not able to meet Timberline Rim's need. It was determined that the DVR has been repaired and see if it is compatible with the number of cameras that are needed.

3. Bottanini, Gallucci & O'Hallon, P.C.

Discussion was held concerning Bottanini, Gallucci & O'Hallon, P.C. quote. Schwindt was a thousand dollars more expensive. Patti Gay-Buoy made a motion to approve hiring Bottanini, Gallucci & O'Hallon to do a review of Tim Rim Rec Club, Tim Rim Water Company and taxes for Tim Rim Rec Club and Tim Rim Co for the

\$3000.00 quoted fee. Charlene Cardotte seconded the motion. All board members voted in favor.

4. David Linn to work on tennis courts.

David Linn suggested cutting asphalt, pull asphalt back from river. Cannot work on bank at river. May be allowed to just pull asphalt back and slope land toward river bank. Extensive discussion followed about whether doing this would be premature. Would probably require permit(s) to do the work.

Need to wait for meeting of various agencies to find out what and how things can be done.



Discussion was held about danger that currently exists for children and adults in area around tennis courts. People seem to just ignore the danger.

Suggestion was made to contact state lands to see if permit could be acquired to pull asphalt back from river.

5. People trespassing on private property.

Owner has asked for help. People continue to trespass on private property. Signs are ignored or pulled down. Timberline Rim needs to put up signs indicating common areas that are public access to direct people away from private property.

6. Board meetings.

Craig Brooks has requested the board to look at changing days/times for board meetings to make the meetings more accessible to him and other Timberline Rim members. Other members have expressed desire for more convenient meeting day or time, but it is difficult to satisfy everyone. Further discussion will be needed.

Open Discussion: Flood Damage/Danger

Extensive discussion was held with concerned homeowners who feared they might lose their homes during another high water event.

Discussed upcoming meeting with government representatives to discuss options with community members.

Various agencies do not seem to be coordinating their efforts or advice, even giving conflicting advice.

Discussed log jams. Some verbal comments/approvals that were made to certain members were later revoked and/or denied.

Many people present were dissatisfied with agency responses to their requests or were still unclear about what could be done to get permits before further damage occurs.

Discussion was held about what might be allowed to be put in the river to protect the bank. If not requested by permit, anything put in might be removed at owner's expense.

One comment that was quoted was "the days of muscling the river are over." Current philosophy is that the Sandy is a wild river and shouldn't be re-routed as necessary to accommodate private homes. Any solutions should be planned for minimal impact on environment—"bio-engineered" to be fish/wildlife friendly.

Need to have better communication among members about upcoming meetings or most current information.

Summary of motions made and approved:

1. Motion to accept January 2011 board meeting minutes as corrected. All board members present voted in favor.
2. Motion to allow cleanup of common area around the Sherrie Cushman's property. All board members present voted in favor.
3. Motion to approve hiring Bottanini, Gallucci & O'Hallon to do a financial review and taxes for Timberline Rim Rec Club and Water Co. for \$3000.00. All board members present voted in favor.

Meeting adjourned 11:45 a.m.

Respectfully Submitted,

Glenn Kraski, Secretary

Minutes for Timberline Rim Board Meeting March 19th, 2011

Minutes for Timberline Rim Board Meeting March 19, 2011; 10:12 a.m.

Board Members present: Brian Floyd (President), Richard Niday (Treasurer), Glenn Kraski (Secretary), Charlene Cardotte, Patti Gay-Buoy, and Don Shay

A quorum was established.

Minutes for the February 19, 2011 board meeting were read by Glenn Kraski. Minutes were discussed and corrections made. Patti Gay-Buoy made a motion to accept the minutes as corrected. Charlene Cardotte seconded the motion. All board members voted in favor of accepting the minutes as corrected.

Staff and committee reports:

Architectural Committee report presented by Jack Gann.

January. 1 disorderly lot, 1 roofing, 2 correction letters, 1 outbuilding, 4 tree removal, 1 dog complaint.

February. Letters: 1 tree removal, 1 dog complaint (same dog as in January).

Water and Facilities report presented by Audrey Edwards.

Discussed flood insurance for Timberline Rim property. In the process of investigating (FEMA and Non-FEMA). Non-FEMA can cover earthquakes, floods, and landslides. Will get quote from insurance agent.

The insurance will be additional coverage to existing insurance.

It's been about 5 years since the water tank has been cleaned. Needs to be cleaned again. Sediment has been accumulating. Cost was \$2530 in 2007.

Also need to do safety/security upgrades to the tank at same time as cleaning (divers vacuum sediment).

Can get a discount if more than one customer has work at the same time. Will get a proposal for cleaning and upgrade.

Because we don't chlorinate, need to keep sediment from building up in the tank. Discussed common area signs and Timberline Rim property signs.

Discussion followed about dogs not being cleaned up after. Discussion was held about the No trespassing sign in Division 5.

Need to spend about \$1500 - \$1600 for pool chemicals. Part of normal maintenance, does not need special permission to purchase.

Would like to order another basketball hoop for the pool.

Expansion cracks around the pool are getting to be problem. Need to be fixed. Searchable Timberline Rim Board Meeting Minutes

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Discussion was held about the mailboxes. The Rhododendron Post Office postmaster is saying that Timberline Rim promised to install a cover over the mailboxes.

Also, a man was seen trying a key in every mailbox. He claimed that he didn't remember which box was his. He was approached by more than one person at different times about his activity. It was very suspicious activity. A police report was filed and the postmaster was informed.

Alarm system training is needed to interpret the numbers that are flashing. Need to call the alarm company to see how to reset the system. Audrey was told it probably was not the battery causing the problem.

Office report prepared by Cathy Coogan, presented by Brian Floyd.

Mr. Edwin O'Hanlon was contacted to begin the financial review previously authorized by the board.

The recreation club dues collection and lien letter process for delinquent accounts was explained:

1st letter is friendly reminder with option to set up payment plan 2nd letter is 10-day intent to lien (sent if 1st letter not responded to).

The water company dues collection and shutoff notification process was explained: 1st letter is friendly reminder.

2nd letter is 10-day disconnect notice 3rd letter is 5-day disconnect notice

4th and final attempt is a 24-hour notice placed by hand on the member's house in plain view.

Recent activity included:

1 lien was filed March 10th

90 combined recreation and water 1st letters were sent March 3rd

30 combined recreation and water 2nd letters were sent March 18th (which means that 60 past due were paid)

12 Rim accounts are under consideration for legal collections (increase from last month).

Need to discuss cost of living/salary increase packet. Will need to be discussed in executive session.

Question was asked about the 12 accounts being considered for legal collections and how many are in foreclosure. They are not paid on until the bank takes ownership of the property.

Treasurer report was presented by Richard Niday.

Approximate operating capital: Recreation Club is \$60,000 and Water Company is \$51,000.

Approximate liquid assets: Recreation Club is \$129,000 and Water Company is \$284,000.

Common Area report.

No report. Vacant position.

Fire Safety Committee report was presented by Don Shay. Lot with insurance problem, the insurance was renewed.

Jack Gann located the lot markers and found that the woman had a larger lot that she thought. Also, Jack was asked if he was able to contact the person interested in cleaning up debris from some of the common areas/trails.

Don Shay will send him an email with Jack's email so that permission can be given to clear fallen trees/branches.

CC&R Committee report was presented by Don Shay.

Due to the flood issues no work has been done on the CC&Rs.

Maintenance Committee report. No report. Vacant position.

Don Shay emphasized the need for a maintenance policy to be implemented. Timberline Rim may have been able to qualify for possible FEMA funds for repairing the rip rap that was damaged if a maintenance policy had been in force.

Brian Floyd suggested hiring someone to come in and prepare a maintenance plan since Timberline Rim has been unable to recruit members qualified to set it up.

It was suggested that research be done to see how other HOAs have set up maintenance plans and maybe use those as a template for Timberline Rim.

Old Business:

1. Employee handbook.

Need to make a new resolution for employee handbook, including vacation policy, sick time, overtime, cost of living increase.

Employee cost of living increase info located in the board members' packets. Needs to go to executive session for discussion since it involves employees.

New Business:

1. Proposal to work on the tennis courts:

Brian Floyd said that permission was given by state lands to work on the tennis courts.

David Linn submitted a quote to work on the tennis courts to remove asphalt and move the fence back to help prevent easy access to the river in the damaged area. The quote was for \$2600.

Charlene Cardotte made a motion to hire David Linn to do the work. Immediately a question was raised by another board member about the objective of the work.

Lengthy discussion was held about the details of the work to be done and how much was being done just to address the safety issue.

A further objection was raised about why this was not posted to receive additional bids for the proposed work.

Questions were raised about how the bid was obtained and whether there was a conflict of interest in choosing David Linn.

Further discussion was held about whether or not it is proper for any board member to bid on or profit from work being done at Timberline Rim.

A comment was made that many Timberline Rim members have expressed concern about the safety issue and the board doesn't seem to be doing anything about it.

Comment from a member present at the board meeting questioned whether taking a vote on David Linn's proposal would be seen as setting a bad precedent for future contracting needs.

David Linn has the knowledge and experience to do the job. Audrey asked if she should get other people to bid on the project.

The board needs to take a short time to get additional bids if possible, then review bids during another board meeting and get the work started. This needs to be resolved quickly—one week should be sufficient.

Discussion was held about how fixing the tennis courts might affect a long-term projects to try to correct the broader plan to mitigate river damage and flooding. Motion was rescinded, no vote was taken.

2. Candidates for open board position:

Two members have submitted their names for the single open board position. Greg Ernst and Tige Phillips submitted applications.

After listening to the applicants speak and having a discussion, a vote was taken: Members present were asked for their preference, which was Greg Ernst (5-0).

Board members voted as follows:

2 votes for Tige Phillips (Char Cardotte and Brian Floyd)

4 votes for Greg Ernst (Don Shay, Richard Niday, Patti Gay-Buoy, and Glenn Kraski) Greg Ernst was asked to join the board members at the table.

3. Security cameras:

Hoodview Security had previously submitted a cost proposal to fix the DVR and install three additional cameras. DVR was already fixed so it did not need to be done.

Cameras were listed as \$825 installed, and to replace an inoperable motion detector was \$125.

Cameras can be purchased new for about \$85 per camera elsewhere.

Cameras could be purchased separately and installed by Gene for a substantial savings.

A question was asked about Gene's status. When he gets a doctor's release he will be able to come back to work.

Richard was told to buy a new motion detector and the new cameras.

We will wait until Gene comes back to install the motion detector and cameras.

4. File cabinets:

Patti was told to buy file cabinets for the office. She does not need a vote by the board.

5. Engineering firm proposal:

Most detailed proposal was from StreamFix. Preliminary proposal included the following:

At least one day visit by Dr. Reckendorf and Russ Lawrence (Fluvial Geomorphologist)

Develop strategic plan for work needing to be done

Meet on site with regulatory agency representatives to discuss the plan Develop detailed scope of work, design proposal, and permitting.

Cost would be \$7,500.

Extensive discussion was held about StreamFix, its qualifications and previous experience with this section of the Sandy river. They seem to have the expertise to do the necessary work.

Discussion was held about acceptable ways to work on the river and ways that some (or all) work could be covered by grants.

The earliest that work could start would probably be July 2012.

Should contact StreamFix to see if we can get an estimate of engineering costs for the project.

Need to meet later in the week to discuss information obtained from StreamFix.

Meeting adjourned 1:25 p.m.

Summary of motions made and approved:

1. Motion to accept February 2011 board meeting minutes as corrected. All board members present voted in favor.
2. Two-thirds of the board members present voted in favor of Greg Ernst to fill the vacant board position.

Respectfully Submitted,

Glenn Kraski, Secretary

Minutes for Timberline Rim Board Meeting April 16th, 2011

Minutes for Timberline Rim Board Meeting April 16, 2011; 10:12 a.m.

Board Members present: Brian Floyd (President), Richard Niday (Treasurer), Glenn Kraski (Secretary), Patti Gay-Buoy, and Don Shay

A quorum was established.

Prior to reading of the minutes, Glenn Kraski brought up the subject of Greg Ernst. Even though two-thirds of the board members present at the March board meeting (4 of 6) voted in favor of adding Greg Ernst to the board, the By-Laws state that any vacancy on the Board of Trustees shall be filled by appointment by a two-thirds majority of the remaining Trustees (6 of 8). The vote was not a legitimate vote and a vote would have to be taken again if Greg Ernst is to be appointed to the board.

Minutes for the March 19, 2011 board meeting were read by Glenn Kraski. Minutes were discussed and corrections made. Patti Gay-Buoy made a motion to accept the minutes as corrected. Richard Niday seconded the motion. All board members voted in favor of accepting the minutes as corrected.

Staff and committee reports: Architectural Committee Report.

. No report. No committee members present

. Short discussion was held about a letter just received prior to the board meeting. The letter was written complaining about the actions of the ARCH committee against a neighbor refurbishing a food vending cart in his driveway. The person involved, who had received a complaint letter from the ARCH committee about the vending cart in his driveway, did not feel well and had gone home before the start of the board meeting. The board had not been given sufficient time to fully review and understand the situation. The matter was set aside until more facts could be gathered.

Water and Facilities report presented by Audrey Edwards.

. Estimate for cleaning the water tank is \$2650. Could get the fee reduced by \$200 if other water companies join Timberline Rim in using the service.

. Still working on getting estimates for the safety upgrade (ladder cage).

. Took fire hydrant markers down. Had one that was broken.

. Gene is back to work part time. He can work four hours per day, four or five days per week.

Started him at three hours. Has a doctor's release. Seems to be doing fine.

. Have a volunteer to help make a new access to the burn pile. The county has no problem with Timberline Rim rebuilding access. Will need to remove some trees, but otherwise there is no problem with having the burn pile in the area that remains.

. Need two or three pool attendants. Position has been posted on the bulletin board. Will then be posted in Mountain Times if no response. Linda is still helping.

. Need new winter pool cover. Has been re-sewn by hand a couple of times. It has been here at least 10 years.



. Discussion was held about the burn pile road. The rock pulled out from the tennis court area will be transported over to the south side of the river to help with the access road to the burn pile.

. Audrey gave some of the detail of the work proposed for the tennis courts.

. Has cleaned out the concrete so that filler material can be used when the weather is better.

Office report prepared by Cathy Coogan, presented by Brian Floyd.

. 2010 financial review: Mr. O'Hanlon has filed extensions for both Timberline Rim Recreation Club and Water Company. All requested paper materials were mailed 3/29/2011. A thumb drive of the computer records was sent certified mail 3/30/2011. Have saved quite a bit of money by using the current firm. Probably costing about half of what it cost last year.

. Currently have five or possibly six accounts set to receive 10-day notice of legal collections.

Total up front cost will be between \$1200 to \$1800. Discussion was held. It is not fair to all duespaying members when some members do not pay their dues (some long term). Also, there are payment options available. Patti Gay-Buoy made a motion to proceed with collections as described in the board members' packets. Richard Niday seconded the motion. All board members voted in favor

. Seven new liens are scheduled for May.

. If Timberline Rim is going to hire security for the summer, the process needs to start now. Salary was not considered in the current budget. Salary is typically \$12.00/hour (June through September), approximately 20 hours per week. Due to the break-in rate so far, we do need to hire someone. Discussed options if we cannot find a Rim member willing to do the job.

. Question was asked about camera at Timberline Rim entrances, but the police believe that the problems are probably mostly due to people living in Timberline Rim.

. Activity cards are here and will be ready for members in May. Treasurer report was presented by Richard Niday.

. Approximate operating capital: Recreation Club is \$62,000 and Water Company is \$57,000.

. Approximate liquid assets: Recreation Club is \$131,000 and Water Company is \$290,000.

Common Area report.

. No report. Vacant position.

CC&R Committee report was presented by Don Shay.

. Don is so occupied with flood effort, he is unable to put any effort into the CC&Rs. Asked Glenn Kraski to work on the CC&Rs. Another person interested is Craig Brooks.

Fire Safety Committee report was presented by Don Shay.

. Don has been in contact with Dave Rigel at ODF. Met with him last Saturday.

. ODF crew is ready to come back in May; funding seems to be available, but Timberline Rim will still have to pay for chipping.

. Don is willing to cut trees after ODF has finished in the main common area south of the river near the burn pile.

. A lot of cottonwood trees (including large ones) have been girdled by beavers and have become a safety hazard to people and homes. Don is willing to cut down the trees, but needs help to move limbs

Old Business:

1. Employee handbook:

. Need to make a new resolution for employee handbook, including vacation policy, sick time, overtime, cost of living increase.

. Employee cost of living increase info located in the board members' packets.

2. Alarm system upgrades:

. Purchase of cameras delayed until someone is available to install them (don't want them sitting around). Gene may be able to install them. New Business:

1. Security Patrol:

. Already discussed earlier.

. Crime spree in the Rim includes houses, cars and mail boxes. Member present described attempted break-in at her house. More than likely residents in Timberline Rim are involved in the crimes.

. Don Shay discussed how clearing out extra foliage can help decrease places for hiding. Also, people with physical limitations may be able to get ODF to come in and clear up property. Clearing up lots can help in fire prevention and also in reducing crime.

2. Open board positions:

. Resignation letter from Craig J. Brooks dated 2/27/2011.

. Resignation letter from Char Choruby-Cardotte dated 3/20/2011.

. Brian Floyd made a motion to accept the resignations. Patti Gay-Buoy seconded the motion. All board members voted in favor.

. Patti Gay-Buoy made a motion to appoint Greg Ernst to the board. Don Shay seconded the motion. All board members voted in favor (constitutes greater than two-thirds majority of remaining board members—5 out of 7). Greg Ernst was approved to serve on the board.

Open to Membership Comments & Questions:

1. Suggestion for tennis court area:

- . Member suggested creation of a community garden in the tennis court area.
- . Discussion was held.
- . Cannot justify removing the usable asphalt area to put in a garden. Could still have a single tennis court on good section remaining.
- . Damaged area is a possibility for a garden.
- . One problem is the mess that is left when the growing season is done. It can be an eyesore. It would have to be cleaned up. Further discussion will be held after work is completed on damaged area.

2. Bids for clearing asphalt and making tennis court area safe:

- . Need to get the work done as soon as possible. It is unsafe.
- . Two bids have been received, very close in amounts.
- . Discussion was held about details for where asphalt will be cut and slope to river.
- . Both people bidding have agreed that slope would be minimal as needed.
- . Discussion was held about how the asphalt would be pulled up from the river without making a landing along the river.
- . Richard Niday made a motion to go over the bids and refine the details and then award the contract to David Linn. Patti Gay-Buoy seconded the motion. Glenn Kraski asked for clarification of the content of the motion. Motion was not voted on. Additional discussion was held concerning the gravel to be transported to the other side of the river.
- . Audrey said that the county agreed to allow the gravel to be placed on its property if necessary.

Discussion held about how to coordinate the road at the burn pile with clearing the tennis court area.

- . Motion was re-stated for clarity: to refine specifications for the work which includes the tennis court and also clearing the roadway on the other side of the river to the burn pile and to authorize hiring David Linn to do the work.
- . Top work would be done by Matt Burri. Discussion was held about road pack and the fact that we are not building a road, but an apron from the county road.
- . Motion was voted on. All board members voted in favor.
- . Discussion was held about how to stabilize the ground after the tennis court work is done.

3. River plans:

- . StreamFix engineering proposal is about \$235,000.

- . Proposal from Firwood Design is about \$13,000 to \$16,000, but it may only address stretch of river from tennis courts and downstream.
- . Streamfix proposal may be all-encompassing, covering items that may or may not need to be done.
- . Possibly hire Streamfix to do preliminary work, and then evaluate who will do further work.
- . Lawyer needs to evaluate impact of allowing private property owners to do work on Timberline Rim common area to protect their homes.
- . Another firm that may be more acceptable (and less expensive) to produce engineering design is River Design.
- . Extensive discussion followed about who might be more acceptable and if what is being proposed is really different, or if it is purely a matter of semantics. May be possible to get funding through river conservancy organizations.
- . Subject of FEMA form for water line river crossing was discussed. There is no downside to signing the form, even though at present there is no apparent damage, except that the Rim is responsible for making sure any money from FEMA is used for its designated purpose. Legal signers for Timberline Rim are Brian Floyd and Glenn Kraski. Richard Niday made a motion that either Brian Floyd or Glenn Kraski sign the FEMA form. Patti Gay-Buoy seconded the motion. All board members voted in favor. Meeting adjourned 11:46 a.m.

Summary of motions made and approved:

Motion to accept March 2011 board meeting minutes as corrected. All board members present voted in favor.

Motion to proceed with collection of past due accounts. All board members present voted in favor.

Motion to accept resignations of Craig Brooks and Charlene Cardotte. All board members present voted in favor.

Motion to appoint Greg Ernst to the Board of Trustees. All the board members present (which constituted more than two-thirds majority of remaining board members) voted in favor of Greg Ernst to fill one of the vacant board positions.

Motion to refine details of work to be done on the tennis courts, hire David Linn to work on the tennis courts, and transport rock to the other side of the river for creating access to the burn pile. All board members present voted in favor.

Motion for either Brian Floyd or Glenn Kraski to sign FEMA form for water line river crossing. All board members present voted in favor.

Respectfully Submitted,

Glenn Kraski, Secretary

Minutes for Timberline Rim Board Meeting May 21st, 2011

Minutes for Timberline Rim Board Meeting May 21, 2011; 10:13 a.m.

Board Members present: Brian Floyd (President), Shannon Herman (Vice President), Richard Niday (Treasurer), Glenn Kraski (Secretary), Patti Gay-Buoy, Don Shay, and Greg Ernst

A quorum was established.

Minutes for the April 16, 2011 board meeting were read by Glenn Kraski. Minutes were discussed and corrections made. Patti Gay-Buoy made a motion to accept the minutes as corrected. Don Shay seconded the motion. All board members voted in favor of accepting the minutes as corrected.

Staff and committee reports:

Architectural Committee report presented by Jeanne Woodfin.

- Three tree removal requests, one dog complaint, one disorderly lot.
- Dog barks when people walk by in the common area. Discussion followed about control of dogs.
- Disorderly lot has a garbage and debris problem. Problem is getting worse. Need to send a third letter threatening a fine.
- Renters seem to be more a problem and the owners don't seem to care. Discussion followed about how fines could be assessed to get an owner to take action concerning a renter.
- Concession trailer situation seems to be taken care of. Renter has announced that he will be moving out of Timberline Rim, by the end of May.
- Discussion followed about the complaint. People need to put their complaints in writing to get the ARCH committee to take action. The initial complaint about the concession trailer has been misplaced or misfiled. ARCH committee needs to find the original complaint about the situation. Do not want accusations about improper handling of complaints by the ARCH committee.
- Questions were asked about the complaint process and ARCH committee action.

Water and Facilities report presented by Audrey Edwards.

- Would like to do the hydrants again and chlorinate for a few days.
- Valve in Division 5 needs to be replaced, could do it while chlorinating. Water to users on Wild Fern will be shut down for a few hours.
- Boring water company is recoating their tank and would like to use Timberline Rim's extra tank. Discussion followed about whether Boring water company, which is larger than Timberline Rim, should be able to buy or rent extra storage. Also, since we are not in control, there is potential that something non-potable could end up in our tank. Decision was made to not loan out our backup water storage tank.
- Safety upgrade (cage and upper bar): one bid received at \$6233. Have names of five other places to call for bids.

- Need to replace a pump. It is still working, but is at lower range of acceptable performance. Discussed possibility of rebuilding the pump, but might not be feasible. It is 20 years old.
- Operation and maintenance training is being offered in Bend on May 25th. It is mainly for water companies, but the templates could be transferred to the Recreation side too. Gives tools and templates for setting up a maintenance plan and setting equipment replacement values. Could save quite a bit of money.
- Discussion was held about possible need to raise water rates to meet minimum requirements to maintain infrastructure in the future. It has been years since the last rate increase to keep up with the replacement costs for major items.
- Brian Floyd made a motion to send Audrey to the operation and maintenance class in Bend. Don Shay seconded the motion. All board members voted in favor.
- Hydroseeding of the area around the tennis courts would cost about 14¢/ft. Question was asked about impact on river if it washes down the slope.
- There are other stabilization products that could be looked into, but may require permits. Will check on details and pricing.
- Gene is approved to work 6 hours/day and that will go up to 8 hours/day on the 27th. Still has a 50 lb lifting limit.
- Have full complement of pool attendants. Those who were able attended a first aid course.
- Have rock over at the burn pile. Would like to give Matt a gift card for all his help.
- Trees have been cut and trunks should be able to be pulled out.
- Suggestion was made to put in plants that would shield the view of the burn pile from the north side of the river. Could use brown or camouflage tarps.

Office report prepared by Cathy Coogan, presented by Brian Floyd.

- Legal collection expense:

One member sent to legal collection in May.

Four or five other members in gray area or on hold.

One new lien and one satisfaction of lien filed this month. One new payment plan in place and one pending.

- Summer security patrol: Jack Gann was hired on May 12, 2011 at a rate of \$12.00/hour. In the past the Recreation Club paid 100% of the wages. Would like to split wages with Water Company since the security patrol also protects it. Brian Floyd made a motion that the cost of the security patrol be split evenly between the Recreation Club and the Water Company. Don Shay seconded the motion. All board members voted in favor.

- Discussion was held about getting a cell phone for the security patrol. Need to get a phone that is not his personal phone. Don Shay made a motion to get the security patrol a cell phone. Richard Niday seconded the motion. All board members voted in favor.
- Discussion was held about informing members about security problems in the Rim. Maybe specify street or neighborhood so that people will know about and keep watch for suspicious activity.
- Discussion was held about informing Rim members about flood damage issues/progress. Are currently working on expanding email list for communicating information to the members. Also discussed some of the issues that will have to be addressed for flood damage and Timberline Rim's involvement in meeting with agencies.
- Visa Policy: Timberline Rim has a Visa card approved in 2004, but it is kept in the office and maintained by office personnel. If the card or account number are to be used outside of the office, a new policy will need to be adopted, since Cathy and Audrey are responsible for the card. Discussion was held about the possibility of a corporate card issued specifically to Timberline Rim. Patti Gay-Buoy made a motion to get a corporate credit card for Timberline Rim with board officers as signers. Greg Ernst seconded the motion. All board members voted in favor.
- Bottanini, Gallucci & O'Hanlon, P.C.: A phone conference was held between O'Hanlon's office and Timberline Rim office. Additional information was faxed and emailed to O'Hanlon along with a copy of the Recreation Club and Water Company updated database.

Treasurer report was presented by Richard Niday.

- Approximate operating capital: Recreation Club is \$59,000 and Water Company is \$59,000.
- Approximate liquid assets: Recreation Club is \$128,000 and Water Company is \$292,000.

Common Area report.

- No report. Vacant position.

CC&R Committee report.

- No report.

Fire Safety Committee report was presented by Don Shay.

- Spoke with Dave Rigel of ODF on Thursday. Work on the common areas has been delayed, but will resume.
- Need to flag areas for the ODF crew.
- ODF may clear lots for people who are unable to do the work (elderly, disabled, etc.).
- Timberline Rim's cost contribution will be chipping the debris cleared by ODF. Discussed homeowners cleaning up yards and vacant lots and using chipper without charge to get rid of yard debris.
- Greg Ernst made a motion for the association to pay for the chipping and that it be available free of charge for all Rim members. Richard Niday seconded the motion. All board members voted in favor.

Old Business:

1. Employee handbook:
  - Need to make a new resolution for employee handbook, including vacation policy, sick time, overtime, cost of living increase.
  - Discussed means to properly set up job descriptions, employee handbook, etc.

New Business:

1. Tennis Court:
  - Cleaned up, asphalt removed.
  - Need to seed/protect cleared area.
  - Need to fence the tennis court area.
2. Richard Niday letter:
  - Richard Niday presented a letter to the board criticizing the actions taken to start and complete the work on the tennis court.
  - Heated discussion concerning the allegations made in the letter followed.

Meeting adjourned 1:15 p.m.

Summary of motions made and approved:

Motion to accept April 2011 board meeting minutes as corrected. All board members present voted in favor.

Motion to send Audrey to the operation and maintenance class in Bend. All board members present voted in favor.

Motion that the cost of the security patrol be split evenly between the Recreation Club and the Water Company. All board members present voted in favor.

Motion to get the security patrol a cell phone. All board members present voted in favor.

Motion to get a corporate credit card for Timberline Rim with board officers as signers. All board members present voted in favor.

Motion for the association to pay for the chipping and that it be available free of charge for all Rim members. All board members present voted in favor.

Respectfully Submitted,

Glenn Kraski, Secretary



Minutes for Timberline Rim Recreation Club Inc. & Timberline Rim Water Co. Inc. Board Meeting

June 18, 2011; 10:07 a.m.

Board Members present: Brian Floyd (President), Shannon Herman (Vice President), Richard Niday (Treasurer), Glenn Kraski (Secretary), Patti Gay-Buoy, Donna Bellows, Don Shay, and Greg Ernst

A quorum was established.

Minutes for the May 21, 2011 board meeting were read by Glenn Kraski. Minutes were discussed and corrections made. Don Shay made a motion to accept the minutes as corrected. Patti Gay-Buoy seconded the motion. All board members voted in favor of accepting the minutes as corrected.

Dave Rigel of the Oregon Department of Forestry (ODF) spoke briefly. He gave some background for why ODF was helping clean up common areas in Timberline Rim. He spoke about the plans for cleaning up the common areas and also about the need for cleaning up private lots. The ODF crew will be doing a lot of work in Division 5, especially near the river. Dave Rigel presented a contract for the Timberline Rim board to authorize ODF to continue to do the cleanup in Timberline Rim common areas.

Don Shay made a motion to sign the ODF contract authorizing ODF to proceed with the work in the common areas. Patti Gay-Buoy seconded the motion. All board members voted in favor.

Hoodland Fire and/or ODF are willing to set up appointments to evaluate privately-owned lots for fire safety issues in Timberline Rim.

Staff and committee reports:

Architectural Committee report presented by Jeanne Woodfin.

- Complaints: two disorderly lots, one dog.
- Requests: one fence, one deck, two painting, two roofing, eight tree removal, one other project.
- Following up on the disorderly lot in Division 5 presented at previous board meeting, sent a third letter, intent to fine.

Water and Facilities report presented by Audrey Edwards.

- Water usage is about average for this time of year.
- Will be starting water system chlorinating and it will continue through next weekend.
- Will fix the valve in Division 5 on Riverside Dr.
- The burn pile is in place and was used for burning debris before the close of burn season.
- Would like to give Matt Burri a gift certificate for the work he did. Affirmed that he should be given a \$50.00 gift certificate.
- Would like to get a larger culvert in at the walkway to help keep water from backing up at Riverside.

- Got bids for re-seeding the area near the tennis court. About 5/8 inch of hydro-mulch is worth about 2 inches of top soil. Will have to water regularly this year to help the seeded area grow.
- Audrey attended the operation and maintenance class in Bend that was previously authorized.
- Question was asked about willows being planted along the river in addition to the hydro-seeding. It is a little late for planting willows, but since hydro-seeded areas will need to be watered, willows would have a better chance of surviving. Gene could help with the planting of the willows.
- Need to verify that the hydro-seeding is acceptable for use near the river and that the willows can be planted.
- Don Shay made a motion to hydro-seed the area around the tennis court and the river bank and to plant willows along the bank as long as it is acceptable to appropriate governmental agencies. Patti Gay-Buoy seconded the motion. All board members voted in favor.
- Sprinklers will be set up to keep the area watered. Would be nice if we could get volunteers to help with running the sprinklers.
- Looked into pricing for a pool pump that would have safety features and capacity for Timberline Rim's pool. Would cost about \$1500 to buy it locally. It would be less expensive if purchased on the Internet, but would not have local technical support. Discussion followed about the type of pump needed for the pool and why a new pump is needed. The current pump is very old. A new pump should allow more people to use the pool on hot days.
- Greg Ernst made a motion that the board appoint Brian Floyd and Greg Ernst to work with Audrey to determine appropriate pump repair materials to increase the pool capacity and safety device for the pool and be authorized to spend up to \$2000 to accomplish it. Patti Gay-Buoy seconded the motion. Don Shay suggested that an additional item be added to the motion. An addendum to the motion was that the pool committee would also review and modify the pool use rules as necessary. Greg Ernst made the motion to add the addendum to the original motion. Patti Gay-Buoy seconded the motion. All board members voted in favor.
- Need new chairs for the pool area. Recommended purchasing six chairs. Chaise lounge chairs are approximately \$80 each. Greg Ernst made a motion to purchase new chairs. Patti Gay-Buoy seconded the motion. All board members voted in favor.
- A question was asked about the security cameras that were purchased. The cameras are still in the office. Gene will be installing the cameras when there is time.

Open board position. Brian Floyd requested that the issue of the vacant board position be addressed at this time. Ian Lenon had volunteered/applied to serve on the board. He had previously served on the board. Richard Niday made a motion to appoint Ian Lenon as a trustee. Don Shay seconded the motion. Discussion followed. All board members voted in favor. Ian joined the board at the table.

Office report prepared by Cathy Coogan, presented by Brian Floyd.

- Cathy is catching up on collections since the departure of the office assistant.

- She has been learning newer simplified procedure for collections.
- Jeanne Woodfin is helping with collections until a more permanent solution is found. She is already on the payroll as the ARCH secretary and pool attendant.
- This year has a record number of members have financial difficulties. Has gone from typically two to three members to currently 15 members being turned over to collections. Also, have had 16 in house collections and four members on payment plans. Banks seem to be moving more rapidly in foreclosures so liens need to be placed on those as soon as possible.
- Security Issue: a Timberline Rim member is once again acting inappropriately towards teenagers using the basketball court (he yells at and threatens the teenagers). This has been an ongoing problem. County sheriff has spoken with him, but this has not stopped his confrontational attitude in dealing with the teenagers. Need to address this situation before a more serious incident occurs. The time for using the basketball court has been limited to 8:30 p.m., even though the Rim's "quiet time" isn't until 10:00 p.m. The board needs to have a meeting with him.
- Bottanini, Gallucci & O'Hanlon, P.C.: has completed the financial reviews and found no problems.
- A Timberline Rim member has requested to borrow a couple of tables from the lodge for a garage sale. Discussion was held about the possibility of requiring a deposit. When the tables were purchased the policy was that they would not be loaned out. The board decided that the tables need to remain in the lodge for those people using the lodge.

Treasurer report was presented by Richard Niday.

- Approximate operating capital: Recreation Club is \$51,000 and Water Company is \$59,000.
- Approximate liquid assets: Recreation Club is \$120,000 and Water Company is \$293,000.
- OnPoint can provide a credit card for \$25.00 annual fee. One person needs to be the signer, but is not financially responsible for the card. Another possibility would be to set up a checking account for small purchases and have a debit card to access that account.
- After further questions, the current credit card is in Timberline Rim's name and Cathy and Audrey should not be financially responsible for the card. Need to have a resolution for a credit card use policy.
- Need to verify with certainty that Cathy is not financially liable for the current credit card.

Security Position

- No report. Jack Gann not present.
- Audrey reported that a trailer was stolen from the front yard of a house.

Common Area report.

- No report. Vacant position.

CC&R Committee report.

- No report.

Fire Safety Committee report.

- No report. Dave Rigel already addressed ODF issues.

Old Business:

1. Employee handbook:

- Greg Ernst has done some research on employee issues. He has access to online resources that will aid in creating an employee handbook, rules and policies for employees. After the handbook, job descriptions, and policies are established then employees can be properly evaluated.

New Business:

3. Updates on the river:

- Don Shay reported that the Army Corps of Engineers is applying to FEMA to do an engineering study to. Timberline Rim is one of the targets of the study. The county is also looking at Timberline Rim as a possible location for mitigation of flood damage.
- Discussion followed and Don Shay will be talking with some homeowners after the board meeting to bring them up to date.

4. Richard Niday letter:

- Discussion was held about the letter that Richard Niday had presented to the board at the May 2011 board meeting. Board members found out that the letter had not only been distributed to the board, but that it also was given to certain members of Timberline Rim and thus had spread certain allegations of wrongdoing of board members and of the contractor to the community in general.
- The remainder of the board members felt that their positions on this issue needed to be made public. Don Shay started the discussion concerning how the rest of the board felt. The other board members did not feel that Brian Floyd should resign as president of the board until he felt it was time (on his own terms), not because of allegations contained in the letter.
- Don Shay made a motion to remove Richard Niday from the position of treasurer. Greg Ernst seconded the motion.
- Richard Niday requested that discussion be held about the motion. Discussion followed concerning why the decision was being made:
  1. Don Shay stated that he had lost faith in Richard as treasurer.
  2. Glenn Kraski stated his concerns that the letter (which he felt contained unfounded allegations) was distributed outside of the board.

3. David Linn spoke about how he did not believe that the letter accurately depicted how the work on the tennis courts was handled and that it had potentially damaged his reputation in the community.
4. Greg Ernst expressed his concerns about how the issue was handled.
5. Shannon Herman discussed other issues that she felt contributed to this decision.
6. Ian Lenon gave additional reasons why Richard should no longer be treasurer.
  - Don Shay made it clear that the remainder of the board did not share the views expressed in the letter and that they felt that David Linn did the job as instructed and that it met expectations.
  - A vote was taken on the motion to remove Richard Niday from the position of treasurer. Eight board members voted in favor. Richard Niday did not vote. Removal of a board officer requires a 2/3 vote of all board members. The vote was greater than 2/3 vote of all board members. Richard Niday was removed from the office of treasurer.
  - Further discussion was held, with Richard Niday explaining his actions during his time as board treasurer.
5. Other Letter Issues:
  - Greg Ernst made a motion that the Timberline Rim Recreation Club write a letter of apology to David Linn declaring that what was distributed to certain members of the community was not agreed with by the other board members, but was strictly the view of one board member. The remaining board members appreciate David Linn's good will towards this community and the quality and ethics of his work. Don Shay seconded the motion. All but one board member voted in favor. Richard Niday did not vote.
  - One member present brought up the issue of a public statement concerning the letter, since it had been distributed outside the board. Several people had asked David Linn about statements contained in the letter.
6. New treasurer:
  - Don Shay made a motion that Greg Ernst be elected to the position of treasurer. Patti Gay- Buoy seconded the motion. All board members voted in favor.

Meeting adjourned 12:26 p.m.

Summary of motions made and approved:

Motion to accept May 2011 board meeting minutes as corrected. All board members voted in favor.

Motion to sign the ODF contract authorizing ODF to proceed with the work in the common areas. All board members voted in favor.

Motion to hydro-seed the area around the tennis court and the river bank and to plant willows along the bank as long as it is acceptable to appropriate governmental agencies. All board members voted in favor.

Motion that the board appoint Brian Floyd and Greg Ernst to work with Audrey on the pool pump, authorized to spend up to \$2000, and also that they review and modify pool rules as necessary. All board members voted in favor.

Motion to purchase new chairs for the pool area. All board members voted in favor. Motion to appoint Ian Lenon as a trustee. All board members voted in favor.

Motion to remove Richard Niday from the position of treasurer. Eight board members voted in favor. Richard Niday did not vote.

Motion that the Timberline Rim Recreation Club write a letter of apology to David Linn. Eight board members voted in favor. Richard Niday did not vote.

Motion that Greg Ernst be elected to the position of treasurer. All board members voted in favor.

Respectfully Submitted,

Glenn Kraski, Secretary

Minutes for Timberline Rim Recreation Club, Inc. Timberline Rim Water Company, Inc.

Board Meeting July 16, 2011; 10:20 a.m.

Board Members present: Brian Floyd (President), Greg Ernst (Treasurer), Glenn Kraski (Secretary), Patti Gay-Buoy, Don Shay, and Donna Bellows

A quorum was established.

Minutes for the June 18, 2011 board meeting were read by Glenn Kraski. Minutes were discussed and corrections made. Don Shay made a motion to accept the minutes as corrected. Patti Gay-Buoy seconded the motion. All board members voted in favor of accepting the minutes as corrected.

Staff and committee reports:

Architectural Committee report presented by Patti Gay-Buoy.

- Complaints: one disorderly lots.
- Requests: one fence, one deck, two roofing, eight tree removal, three carport/patio/driveway. One project denied.
- One disorderly lot cleaned up.

Water and Facilities report presented by Audrey Edwards.

- Discussed possibility of buying a new water system computer dedicated to the water system. Current computer is old and has had numerous problems in the past. Would use current computer as a backup if a new computer is purchased.
- Need to upgrade the current water system program. Cost would be \$450.00 dollars. Approximately \$150.00 for annual support (\$500.00/hr if support not purchased). Approximately \$450.00 dollars for integration.
- Need to verify if new computer and operating system are compatible with all programs needed for the water system. Should get opinion of a systems integrator.
- Discussion was held about water system alarms. Have had some water system alarms in the last few weeks. One was the water tank access hatch. Do not know exactly what caused the alarms. May have been an intruder or perhaps an animal. It looked like handprints were on the door, but may have been permanent imprints from when it was first painted.
- Need to get some plants and tree branches trimmed. May help decrease marginal communication signal between the upper tank and lower tank on rainy nights. Need to see about getting PGE to remove dead trees hanging over power lines.
- The grass was planted and is being watered. Reseeded some sections that were thin or bare.
- The 4th of July picnic was successful. Went through 90 hamburgers and all but 25 of the hot dogs. Feedback was positive and a lot of people turned out for the parade.

- Audrey was not involved in planning for the installation of the three new surveillance cameras. The cameras did not include cables for installation (cost would be about \$40.00 each). Audrey found box online for hooking up eight cameras without needing separate adapters for each camera, including a surge protector. Would cost \$123.00 dollars.
- Question was asked about power to the office. There is a lot of equipment hooked up. They could use more breakers to distribute the power to decrease danger of overloading receptacles or tripping breakers. Appears to be sufficient.
- Additional cameras were purchased to allow viewing the area of the office door and lodge interior.
- Ordered the chairs for around the swimming pool.
- Another trailer was stolen from a member's property during the day.
- Had another incident involving a homeowner who has had altercations with teenagers and the basketball court. A renter's teenage son threw a firecracker onto the member's porch. Need to investigate what can be done about member when he threatens the teenagers. Also need to enforce rules on renters, who often feel they are "untouchable" because they are not homeowners. Rules apply to homeowners and renters alike.

Office report presented by Cathy Coogan.

- 17 members have been turned over to legal collections. All but one are for recreation club dues. Discussion was held about the procedure for collections. The board resolution from 2007 requires certain actions for collecting past due accounts. The resolution as it exists is creating a PR problem for Cathy and for the board. Collections/liens are determined by time triggers, not dollar amounts, as defined by the Timberline Rim governing documents.
- Late fees/document fees, rather than immediate turnover to legal collections, were presented as a possible option.
- Suggestion was made to review current documents to see how the collections could be modified to be "dollar-triggered" not "time-triggered."
- Bottanini, Gallucci & O'Hanlon: 2010 taxes for the recreation club are ready to sign. 2010 water company taxes are not yet ready to submit.
- Lot 504 has requested the name of person who filed a complaint. They can come in to the office to see who filed the complaint.
- Responded to a homeowner about following the protocol on past due recreation club dues.
- Presented accounts receivable reports (aging reports) for recreation club and water company.
- Need to follow procedure and continue water shut-off process which had been temporarily halted. Should inform members that the board is reviewing current policy. Question was brought about the 2007 board resolution and if it is enforceable if it has not been sent to all homeowners. Need to get a legal opinion on the resolution.



Treasurer report was presented by Greg Ernst.

- Approximate operating capital: Recreation Club is \$46,000 and Water Company is \$53,000
- Approximate liquid assets: Recreation Club is \$115,000 and Water Company is \$288,000.

Common Area report.

- No report.

Fire Safety Committee report presented by Don Shay.

- Don Shay, Jack Gann, and Gerald “Murph” Murphy cut many trees, including some very large trees in Division 5 near the river. This included several beaver-damaged trees. They were mostly cottonwoods and some alder and firs.
- Hope that ODF will be available to return to Timberline Rim soon.
- Would like Timberline Rim to compensate Murph for all the work he has done.

CC&R Committee report presented by Don Shay.

- Glenn Kraski will be helping with the CC&Rs. Needs to convert them to an editable text format.

Security report.

- No report.

Old Business:

1. Employee handbook:

- Greg Ernst feels that the board needs to appoint a committee to work on the employee handbook. IEC has a template that can be used to create sections that can be presented to the board for approval. There already exists a “handbook” of sorts, which is not sufficient.
- Committee could meet once a week or once every two weeks to try to make progress on the handbook.
- Would be open to as many board members as would like to come, preferably once a week, at the lodge.

2. Security system:

- Question was asked if the newly-purchased cameras could be returned for a refund.
- Need to verify if cameras are compatible with the current system.
- Need to address how such purchases are handled. It was brought up that the maintenance supervisor typically handles researching needed equipment and presents suggestions to the board. Maintenance supervisor needs to be involved in the planning.
- All purchases need to be made through the office and all paperwork remains in the office.

3. Swimming pool pump:

- Electrical power circuit in the pump house does not support installing a higher horsepower pump. It would require a different power panel.
- The pool system has a 75 gal/min filter. It was suggested that larger filter might allow increased flow without changing the pump.
- An inspection of the pump showed epoxy putty on the inlet and outlet of the pump. Need to call a swimming pool company for an expert opinion of the pump and system.
- Brian Floyd made a motion to get a pool company to evaluate Timberline Rim's system and suggest what is needed Patti Gay-Buoy seconded the motion. All board members voted in favor.

New Business:

7. Annual meeting:

- Three board positions will be expiring in September. Need to put up reminders to the community that board positions will be available to give other people opportunity to serve on the board.

8. Update on river flooding:

- Will try to set up a meeting for people to see presentation on vegetative wall systems to show a less expensive way to reinforce the bank against erosion with natural vegetation as part of the barrier.

9. Interest charges:

- Should interest charged on past due accounts remain at 15%? Will need to be looked at during meetings to deal with collection procedures.
- Meeting for evaluating collection policy will be on Tuesday at 6:00 p.m.
- Meeting to deal with employee handbook will be on Tuesday at 7:00 p.m.

Meeting adjourned 12:26 p.m.

Summary of motions made and approved:

1. Motion to accept June 2011 board meeting minutes as corrected. All board members present voted in favor.

2. Motion to have swimming pool experts evaluate Timberline Rim's current pump and system. All board members present voted in favor.

Respectfully Submitted,

Glenn Kraski, Secretary

Minutes for Timberline Rim Recreation Club, Inc. Timberline Rim Water Company, Inc.

Board Meeting

August 20, 2011; 10:08 a.m.

Board Members present: Greg Ernst (Treasurer), Glenn Kraski (Secretary), Richard Niday, Patti Gay-Buoy, Don Shay, Donna Bellows, and Ian Lenon

A quorum was established.

Minutes for the July 16, 2011 board meeting were read by Glenn Kraski. Minutes were discussed and corrections made. Patti Gay-Buoy made a motion to accept the minutes as corrected. Don Shay seconded the motion. All board members voted in favor of accepting the minutes as corrected.

Special request:

George Skorich presented a request to the board for a bank stabilization plan which requires installation/construction on Timberline Rim property on the south side of the Sandy river (Timberline Rim Division 5 common area). The engineering plans were created by Firwood Design and the bank stabilization would be constructed by Kip O'Connor.

Extensive discussion followed concerning the project. The primary concern of the board, as expressed by Don Shay based on opinions of the Timberline Rim attorney, was that Timberline Rim could be held liable in a future lawsuit if the bank stabilization is perceived as a cause of damage to other properties.

Timberline Rim could allow such construction if the persons constructing the project (property owners) would be willing to accept all liability for any damage (or perceived damage) stemming from the construction. The only way would be to assign such liability on their property in perpetuity and that the value of the property would have to be sufficient to cover future lawsuits.

Also, certain Timberline Rim members present made it clear that they believed that the board should not approve such construction without a vote of the members, since special assessments would have to be made on all Timberline Rim lots to cover the costs of any future lawsuits stemming from the proposed construction.

The Skorich's do have the option of construction on their own property, which would not require Timberline Rim to obtain permits or accept any liability for such construction.

Staff and committee reports:

Architectural Committee report presented by Dave Creech.

- One project without approval (a driveway built up and blocking culvert). Will be addressed by the ARCH committee.
- Requests: two fence, one deck, two roofing, two tree removal, one carport/patio/driveway, one hot tub, one additional project.

Water and Facilities report presented by Audrey Edwards.

- Evaluation of the water system computer and software upgrade was made. Total cost for the computer and software would be approximately \$2900 plus \$400 to \$500 for a computer, for a total cost of about \$3400.
- Two new control panels would be \$3700. Do not really need new units at this time, but need to consider this for the future.
- Discussion followed about the new computer and software.
- Ian Lenon moved that a new computer and software be purchased for the water system. Richard Niday seconded the motion. All board members voted in favor.
- Audrey and Gene are cleaning out the valve boxes and preparing the fire hydrants for painting.
- The current generator is not doing well. Audrey saw a used 4000 Watt generator on sale for \$350.00. It is in good shape and has very good features (dual 110/220VAC voltage and 12 VDC output also). It would have sufficient power and features to meet current and future needs.
- The board decided that Audrey could use her best judgment for the purchase of a generator since she would be the one using it.
- We are still on track for getting the tanks cleaned this fall at a cost of \$2600. Need to get additional bids for the safety upgrades.
- Inspector came out and we had no violations or problems with the swimming pool. Next year the baby pool will need to be licensed. Not sure what that will entail. May need automatic chlorinator, which is expensive.
- Two houses in Division 5 have sewer problems. Discussion was held about who they needed to talk to about the problem. Probably should be county Water Environmental Services (WES). The coupling at the street is probably the problem and they need the county to take care of it.
- Would like to open up the grassy area beyond the tennis court, but probably need to fence or block the area closest to the river to mark the dangerous area next to the bank.
- The security cameras purchased online are compatible with our current security system.
- Audrey would like to take vacation September 17th to the 27th, so she will not be at the annual meeting.
- Question was asked about the pool pump replacement. It is so near the end of the season that it can wait to be addressed early next year. Need full professional evaluation of the pool.
- Question was asked about the office power situation. It would be nice to have additional breakers to feed additional outlets.

Office report prepared by Cathy Coogan, presented by Patti Gay-Buoy.

- Water shut-off procedures were reinstated by permission of the board after review of Timberline Rim's collection policy. All current procedures were followed per the 2007 board resolution.
- There were seven water shut off notices scheduled. All are chronic repeat accounts. On the day of shut off three members will be paying, promised to pay, or did pay their accounts to current. One account went to a signed payment plan.
- After speaking with Kirsten (collections) it was thought best to try to collect past due Recreation dues before incurring collection cost for past due water accounts. This could save on collection costs. Collection expenses are billed for each corporation separately.
- The profit and loss balance sheet given to board members has been replaced by a budget performance report.
- At the request of Greg Ernst (board treasurer) Debi has completed forecasting cash flow for both Recreation and Water.
- Water income taxes are still not completed because Bottanini, Gallucci & O'Hanlon, P.C. cannot reconcile equity fund balances since the inception of the corporation. Kim Dowsett (CPA) and Debi Hambo (Quail Oaks Financial) have both provided O'Hanlon with all requested extensive reports.
- Kim Dowsett has billed Timberline Rim \$250.00 for her services rendered as requested by O'Hanlon's office in preparing our 2010 water income taxes.
- Reminder: Need to evaluate medical insurance and/or cost of living increase for office staff.

Questions from Timberline Rim member concerning CC&Rs.

- Questions were asked about the status of the CC&Rs.
- Should the Timberline Rim staff (Audrey or Jack Gann) drive around and report violations?
- Is it right for Timberline Rim staff to let themselves be "targets" for lots they complain against?
- Should complaints be put back to being anonymous? Should the name of the person signing a complaint be kept private and known only to the ARCH committee and/or board members?
- One of the major feedback items voiced during the CC&R meetings was that members did not want a "police squad" driving around neighborhoods writing tickets for CC&R violations.

At this point, Ian Lenon had to leave. A quorum (six board members) was still present to conduct business.

- Need to have concrete presentation for the annual meeting concerning the CC&Rs and the Architectural Committee Handbook. Also need to make sure that the members realize that the CC&Rs can only be amended because new CC&Rs would require a higher percentage positive vote of the membership.
- What can we present to the membership at the annual meeting that will show current progress and future plans for the CC&Rs, the Architectural Committee Handbook, and the community?

Treasurer report was presented by Greg Ernst.

- Approximate operating capital: Recreation Club is \$33,000 and Water Company is \$49,000
- Approximate liquid assets: Recreation Club is \$102,000 and Water Company is \$284,000.
- Need to look at and forecast financial needs. Debi thinks that we will need an increase on the Recreation dues. An increase may be required for long-term maintenance plan.
- Does not see anything that is alarming in the normal finances, except for professional services expenses.
- Discussed the amount of time used for collections and how best to utilize employees' time.
- Discussion was held about looking at insurance coverage and fees.

Common Area report.

- No report.

Fire Safety Committee report presented by Don Shay.

- ODF is back working in the Rim. Don Shay, Audrey Edwards, and Dave Rigel met with two persons involved with a trust holding land west of the water tower. Received permission for ODF to clear foliage on their land near the water tank. There are also some large maple trees on that property leaning over the power lines.
- Gerald "Murph" Murphy is willing to cut down five maple trees around the power lines for \$300.00.
- Greg Ernst made a motion pay Murph \$300.00 to cut down the five maple trees near the power lines. Patti Gay Buoy seconded the motion. All board members voted in favor.

CC&R Committee report.

- No report.

Security report.

- No report.

New Business:

Discussion was held on how to schedule regular executive board meetings so that work can be accomplished on the employee handbook.

Need to schedule another board meeting on Sunday, August 28th at 9:30 a.m. to discuss proposed changes to the Architectural Committee Handbook so that at the September 17th board meeting the board can establish what will be presented to the membership at the annual meeting. Need to work on marking up the Architectural Committee Handbook. Need to prepare CC&Rs and By-Laws

Meeting adjourned 1:48 p.m.

Summary of motions made and approved:

3. Motion to accept July 2011 board meeting minutes as corrected. All board members present voted in favor.
4. Motion to purchase new water system software and computer for the office. All board members present voted in favor.
5. Motion to pay Murph \$300.00 to cut down five maple trees near the power lines at the water tank. All board members present voted in favor.

Respectfully Submitted,

Glenn Kraski, Secretary



Minutes for Timberline Rim Recreation Club, Inc. Timberline Rim Water Company, Inc. Annual Meeting  
September 26, 2010; 3:00 p.m.

Board Members present: Brian Floyd (President), Richard Niday (Treasurer), Glenn Kraski (Secretary), Shannon Herman, Craig Brooks, and Donna Bellows

A quorum was established.

Guest Speaker

Brian Floyd introduced the members of the board, made opening remarks, and then asked Richard Weill, attorney for Timberline Rim, to speak to the membership. Mr. Weill discussed the ramifications of the upcoming vote on the CC&Rs. In looking at the CC&Rs he has spoken with other lawyers, experts in homeowner association law, some of whom have in the past represented Timberline Rim.

Current CC&Rs for new HOAs are not written the same as those written for Timberline Rim decades ago. They typically do not have a defined expiration date and continue until voted out by the membership.

Timberline Rim's CC&Rs present many difficulties that are not encountered in modern CC&Rs because they expire on a certain date unless renewed or extended.

If the CC&Rs are not extended, on January 1, 2011 the CC&Rs would no longer be in place; there would not be any restrictions placed on lot owners concerning their lots other than those by a higher governmental authority (county, state, etc.). He was not prepared to speculate on what would happen to the Water Company and its assets, but was waiting for feedback from HOA experts.

Brian Floyd reiterated that the board wanted to make sure that what it sent out to the community was not speculation or rumor, but was based on the best opinion of those with proper legal knowledge and experience.

Minutes

Minutes for the September 27, 2009 annual meeting were read by Glenn Kraski. Shannon Herman made a motion to accept the minutes for the 2009 annual meeting. Craig Brooks seconded the motion. All board members voted in favor of accepting the minutes.

Board Candidates:

Three 2010 board candidates up for a vote are Brian Floyd, Richard Niday, and Charlene Cadotte. Char was not present, but Brian Floyd spoke about why he would like to continue serving on the board.

A question was raised about members being "registered." Discussion followed and it was determined that the language used in the By-Laws was that owners listed on a deed or owners by contract were members, they would have only one vote, but either member could serve on the board as long as he/she was a member in good standing.

Staff and committee reports:

Water and Facilities report presented by Audrey Edwards.

problems. several requests to purchase a second hoop. Next year will have two hoops.

-opening soon. Will be open to drop off materials during official burn season. Call ahead of time to schedule a time to open the gate.

-up days; did not have volunteers to pick up the yard debris.

waterer to Timberline Rim and one 250,000 gallon tank. Allows for a three day water supply. Average water usage per day for 2009 was 71,000 gallons (170 gallons per household). This year have averaged 172 gal/household per day. Total usage for 2009 was just under 28,000,000 gallons.

in lower well.

Moderately high level, but no health hazard associated with Silica (may cause etching on glass or spotting).

be vacant during freezing weather. number one pump runs about an hour per day, well number two pump runs about five hours per day. Well number one is a very deep well, so the cost of pumping the water is greater than for well number two.

Treasurer report was presented by Richard Niday.

required by law. It was and also to get better interest than at Clackamas County Bank.

t was .5% and OnPoint was at 3.5% interest.

Architectural Committee report presented by Patti Gay-Buoy, Dave Creech, and Jack Gann. Jeanne Woodfin, Lilli Sawyer,

talk with one another about potential problems before filing a complaint.

orderly lot. Five requests for tree cutting. One project and one painting request.

Maintenance Committee report presented by Ian Lenon.

them made.

ed three water testing stations, approximately \$400 each. This would reduce possibility of contamination that could occur at an individual home, producing a bad sample when the water system itself is okay.

He is an unemployed electrician and is a resident of Timberline Rim and would be available to respond to emergencies. He understands 3-phase power systems that supply the water system pumps. He would also help with facility maintenance. He would be a good fit for maintaining common areas as part of the agreement with the ODF.

Gene Bloodworth was bonded. He was not a private contractor, but as a Timberline Rim employee he would be able to do electrical work.

New Business:

Tennis Courts

used fill material (stumps and tree limbs) that had used to back-fill under the tennis courts.

assessment. Timberline Rim has the money for the repairs. Other ideas on how to use the area had been put forward (other than making it back into a tennis court), so the board needs to get member feedback before any firm plans were made penetrating radar to get a better idea.

\$100,000 to put in elsewhere.

CC&Rs.

Timberline Rim concerning the expiration of the CC&Rs. Brian did not have the list, but the lawyer had sent Brian a copy of his request which was basically our request: What would happen on January 1, 2011? What are we looking at for capabilities of the HOA to function and the water company to function? Does the HOA have to turn over land to the water company so it could continue to function? How would the HOA distribute the common areas if that were required. What will the outcome be if the CC&Rs are not renewed. on the planned community act, the ballot language has to be correct so that the vote will be proper, then sent out to the community for review.

Questions and comments by members

Member requested that question cards be read and addressed:

card, this cannot happen because Timberline Rim is not zoned for trailers.

lot counts as a vote. If one person owns four lots, that person gets four votes only for the CC&R renewal vote.

use allows only one single-family dwelling per lot. The person submitting the question stated that Clackamas County rules would override any Timberline Rim rules. Don Shay, who has been working on the CC&Rs, stated that Timberline Rim was governed by the Planned Community Act, which took precedence over Clackamas County. He made it clear that picking and choosing individual pieces of

various statutes could cause a lot of confusion because of the order in which those statutes would have to be applied.

Isn't it true that in the CC&Rs may be foreclosed upon for any past due accounts? This has not been a problem in the past and does not appear to be a problem for the future. However, it will be evaluated as part of the CC&R amendment process if the CC&Rs are renewed to allow more time to change the wording of the document.

board should state what they will be recommending for the CC&Rs.

status of the lodge and swimming pool if the CC&Rs are not renewed? Would like to know before the CC&R vote.

prices will be negatively affected.

restrictive as those in many other communities.

Cttee Handbook could resolve many problems.

CC&R comments by Don Shay.

that the CC&Rs be extended. As a means of reassuring the membership that the CC&Rs would be addressed in the short term, the CC&R extension could be shorter than the 15 years stated in the CC&Rs.

by Oregon Department of Forestry.

Kim Wood-Saldana submitted a letter stating that she was resigning from the board. Due to work situation, Ian Lenon had also resigned from the board earlier in the week.

Meeting adjourned 5:08 p.m.

Summary of motions made and approved:

1. No motions were made.

Respectfully Submitted,

Glenn Kraski,

Secretary

Minutes for Timberline Rim Recreation Club, Inc. Timberline Rim Water Company, Inc. Board Meeting  
October 15, 2011; 11:41 a.m.

Board Members present: Don Shay (President), Shannon Herman (Vice President), Greg Ernst (Treasurer), Glenn Kraski (Secretary), and Ian Lenon

A quorum was established 11:50 a.m.

Minutes for the September 17, 2011 board meeting were read by Glenn Kraski. Minutes were discussed and corrections made. Ian Lenon made a motion to accept the minutes as corrected. Greg Ernst seconded the motion. All board members voted in favor of accepting the minutes as corrected.

Minutes for the September 17, 2011 executive board meeting were read by Glenn Kraski. Minutes were discussed and corrections made. Ian Lenon made a motion to accept the minutes as corrected. Greg Ernst seconded the motion. All board members voted in favor of accepting the minutes as corrected.

Brian Floyd informed the board on September 17, 2011 that he was resigning from the board. His written resignation was received in the office on September 23, 2011.

Staff and committee reports:

Architectural Committee report read by Ian Lenon.

a tree that may be on Timberline Rim common area. Lot markers are not visible. Discussion was held about the tree and status of insurance and liability if Timberline Rim does not respond. and that Don, as board president, is authorized to take appropriate action that is in the best interest of Timberline Rim. Greg Ernst seconded the motion.

-call position for the Rim?

How could he be covered by insurance. Discussion followed about how he would be covered as an employee, rather than as a licensed contractor. Need to find out more information about workman's comp if he is brought in as an employee.

said he would clean it up. The county will not respond concerning this issue. Discussion followed concerning the situation. This has been an ongoing issue for years and needs to be addressed in a manner that will help keep the lot maintained in accordance with the CC&Rs. Greg Ernst made a motion to empower the architectural committee to enforce Timberline Rim policy on that lot, including fines. Ian Lenon seconded the motion. All board members voted in favor.

Water and Facilities report card.

depending on the weather. Vacuums sediment from the bottom of the tank and inspects the tank for corrosion, damage, etc. that it can etch fine crystal and cause spotting.

the boxes to park their cars where the boxes were originally installed in a safe location. Discussion followed on how to deal with the cost (in hardware and installation time). Should the costs be passed on the lot owners since they are responsible for the damage due to their own actions?

made for Audrey to write up a proposal on how to deal with this problem and present it to the board so that a defined policy can be established. -off valves for each lot. Probably 50% of the people do not have one or do not know where it is.

pool pump and plumbing. It could be evaluated during the winter so that work could be done in the spring.

is not up yet, but will try to set it up so that it monitors the both the side door and glass door.

burn only one at a time. Need to have water available at the burn piles.

their water. mountain about the river (sometime in January). This is information about the river only, not for getting permits or to complain about the permitting process.

happens if she is doing something associated with the recreation club; what is the liability if she or someone else gets hurt? Discussion followed about how the wages were being paid by the water company. The board will review it.

Office report presented by Cathy Coogan.

payments) and that the remainder of the amount be written off. Discussion followed, but then stopped as it was pointed out that details needed to be discussed and a decision made in the executive board meeting. a single envelope so they were not considered valid. One ballot had a write-in for a non-member, Mickey Mouse, so it was disqualified. Out of a total of 75 qualified ballots the vote count was as follows: Don Shay, 71; Glenn Kraski, 67; Greg Ernst, 66. One write-in vote: Joe Evans.

Treasurer report was presented by Greg Ernst. Recreation Club account.

\$41,000 (down \$8300).

Common Area report.

No report.

Fire Safety Committee report presented by Don Shay,

. vacant lots

CC&R Committee report presented by Don Shay.

that can be done with the original declaration per section X of the CC&Rs, but the original document must remain in place. A re-stated CC&R would require a 55% vote to put in place, but would require a 75% vote to amend or remove.

55% vote.

Maintenance Committee report.

Security report by Jack Gann.

neighborhoods.

Old Business:

Employee Handbook/Collection Policy

There will be meetings at Greg Ernst's house on Wednesday to discuss the employee handbook and the collection policy. Primary discussion for the handbook will be on the history of the Rim and purpose of the association's service to its members.

Don Shay announced that there will be regular meetings of various board members on Wednesdays to provide notice to community that such meetings will be taking place. These will be closed meetings to work on employee handbook and collection policy in which specific member issues may be discussed. It is not planned that a quorum of board members will be present, but if a quorum does assemble, no official board votes will be taken at these meetings. These meetings may not occur every Wednesday, but this is to give notice that meetings will occur on Wednesdays (until further notice) for the purpose of working on the employee handbook and collection policy.

New Business:

Annual Financial Review

Don Shay brought up the question of the annual review of finances. Even though the option exists in the Planned Community Act for the membership to vote to not have an annual review, he felt that it was in the best interest of both the board and of Timberline Rim to continue with annual reviews.

Board Officers:

Board officers were elected as follows:

All members voted in favor.

All board members voted in favor.

Don Shay seconded the motion.

All board members voted in favor.

All Board members voted in favor.

Shay seconded the motion. All board

Account Signers

The following people need to be removed from any and all Timberline Rim accounts at OnPoint Credit Union and Clackamas County Bank:

Brian Floyd Richard Niday Charlene Cadotte

Don Shay made a motion that the four officers of the corporation be authorized signers on the OnPoint Credit Union accounts. Ian Lenon seconded the motion. All board members voted in favor.

The following are authorized signers at OnPoint Credit Union: Don Shay, president

Shannon Herman, vice president Glenn Kraski, secretary

Greg Ernst, treasurer

Don Shay made a motion that the four officers of the corporation and Ian Lenon be authorized signers on the Clackamas County Bank accounts. Ian Lenon seconded the motion. All board members voted in favor.

The following are authorized signers at Clackamas County Bank: Don Shay, president

Shannon Herman, vice president Glenn Kraski, secretary

Greg Ernst, treasurer Ian Lenon

The board will go into executive session following this board meeting.

Need to discuss collection issues and personnel issues.

Meeting adjourned 1:18 p.m.

Summary of motions made and approved:

1. Motion to accept September 2011 board meeting minutes as corrected. All board members present voted in favor.
2. Motion to accept September 2011 executive board meeting minutes as corrected. All board members present voted in favor.
3. Motion for Don Shay to evaluate tree removal request and take appropriate action. All board members present voted in favor.
4. Motion to empower the architectural committee to enforce policy on the disorderly lot, including fines. All board members present voted in favor.
5. Motion to elect Don Shay as president. All board members present voted in favor.
6. Motion to elect Shannon Herman as vice president. All board members present voted in favor.
7. Motion to elect Glenn Kraski as secretary. All board members present voted in favor.
8. Motion to elect Greg Ernst as treasurer. All board members present voted in favor.
9. Motion for the following board members to be account signers at OnPoint Credit Union:  
Don Shay, Shannon Herman, Glenn Kraski, and Greg Ernst. All board members present voted in favor.



10. Motion for the following board members to be account signers at Clackamas County Bank:

Don Shay, Shannon Herman, Glenn Kraski, Greg Ernst, and Ian Lenon. All board members present voted in favor.

Respectfully Submitted,

Glenn Kraski, Secretary

Minutes for Timberline Rim Recreation Club, Inc. Timberline Rim Water Company, Inc.

Board Meeting

November 19, 2011; 10:13 a.m.

Board Members present: Don Shay (President), Greg Ernst (Treasurer), Glenn Kraski (Secretary), Patti Gay-Buoy, and Ian Lenon

Stated for recording in the minutes: Richard Niday submitted a letter of resignation from the Timberline Rim board. There are now two open positions for the board.

Minutes for the October 15, 2011 board meeting were read by Glenn Kraski. Minutes were discussed and corrections made. Patti Gay-Buoy made a motion to accept the minutes as corrected. Don Shay seconded the motion. All board members voted in favor of accepting the minutes as corrected.

After the reading of the minutes, Ian Lenon left to attend a public meeting in Welches concerning flood issues.

Staff and committee reports:

Office report presented by Cathy Coogan.

- Held a lengthy discussion about current collection issues. The number of past due accounts and the amounts collected has become a serious issue. Cathy presented details of 16 accounts for board review. She explained the current collection steps and expenses incurred in trying to collect money on past due accounts.
- A significant amount of money is currently being paid up front for collection efforts which may be unsuccessful. The cost to Timberline Rim eventually exceeds the original amount owed and may never be collected, but Timberline Rim has already paid out money for the collections.
- Discussion was held about possibly moving collections to a different agency which might save a large amount of money.
- Cathy presented the results of her research into possible alternatives to the current collections process. The board will need to have a video conference with the owner of the most likely replacement company. It looks like the collections expenses could be reduced by using a new service, but the board will have to get more specific details.
- Need to stop current accounts from going to litigation, which is where the significant expenses are incurred, until a less expensive solution is agreed upon.

Ian Lenon returned from the meeting in Welches before the end of the office report discussion.

- Don Shay made a motion for Cathy to contact Kirsten (in collections) and suspend action on current accounts, wherever possible, until the board has an opportunity to evaluate alternative companies. Greg Ernst seconded the motion. All board members voted in favor.

Flood meeting report presented by Ian Lenon.

- Ian discussed maps that were displayed at the flood meeting. The maps covered potential, moderate, and severe evulsion zone (river will jump channel and go where it wants). The lower quarter of Division 5 is a severe evulsion zone and severe erosion zone. This is the area where the county sewer facility is located.
- The Skorich's property is in a severe evulsion zone. Upper part of Sandy River Ln is an evulsion zone where Sandy river will head towards Barlow Trail road. The lodge is in a severe erosion zone.
- They are expecting the old '64 channel to open up, which would cause more damage to the community than the '96 channel. Both sides of the river have problems.
- The "new normal" is protection of fish habitat over protection of homes.
- Most of the land where homes are built has been in place less than 200 years.
- Need to make sure that we (Timberline Rim and lot owners) have flood insurance.

Treasurer report presented by Greg Ernst.

- Question was asked about the insurance on the OnPoint Credit Union accounts. Coverage is sufficient, but will eventually drop.
- Transferred money from OnPoint Credit Union to Clackamas County Bank to meet obligations through the end of 2011. Transferred \$3000 to OnPoint checking and \$15,000 to Clackamas County Bank.
- Discussed protection of accounts against crime (fraud/theft). Need to see if OnPoint can require at least two signatures to transfer money from savings (CD) to checking. At present, only one signature is needed to do so, and only one signature is required to write a check from the OnPoint checking account, which does not seem very secure.
- Approximate operating capital: Recreation Club is \$21,000 and Water Company is \$25,600.
- Approximate liquid assets: Recreation Club is \$75,000 and Water Company is \$263,500.
- There is no 2012 budget forecast yet.

Architectural Committee report.

- No report.
- Don Shay did go look at the cottonwood tree that was reported at the last board meeting. It may be on common area and is definitely dead and is leaning toward the home. Don gave the owner permission to remove the tree. The owner will do so at her own expense. She also pointed out several other trees on the common area, she was given permission to have those trees removed as well.
- Don Shay spoke with Gerald "Murph" Murphy about working for Timberline Rim as a tree faller. Murph would like to be paid \$100/hour, which is very reasonable. Additionally, he wants one hour minimum to start and a minimum of one hour increments after that. Would also want a tool rental fee for depreciation on the saw. There are still questions about how much the insurance would cost through

SAIF for Murph to work for Timberline Rim. Discussion followed about how expensive it will be. Need to do more research and get some firm numbers.

- Question was asked about the resolution of the disorderly lot discussed at the last board meeting. Dave Creech and Jack Gann had a talk with the lot owner. Audrey mentioned that the lot owner had submitted a request to put up a fence.

Water and Facilities report.

- The engineer came out and set up the water system computer.
- Don Shay mentioned that he would like Audrey to sit with Glenn to explain the operation of the water system and interaction of the computer system and water system hardware. Would also like some orientation/training on the water system for two or three other board members so that members of the board can more intelligently discuss the water system, because at present the board doesn't even know what questions to ask when dealing with water system issues.
- LiquiVision will be out in the next couple of weeks to clean the water tank. Salmon Valley did decide to have their system cleaned as well, so Timberline Rim should get a discount on the price.
- All testing is up to date, except we still have Phase 1 and Phase 2 testing to complete (\$1500 per well) and the samples have to be sent out of state. This is done every three years.
- Will put flags on all the fire hydrants now that the snow is starting.
- Burn pile is open. Need to give Audrey notice so that she will be available for allowing access to the pile.
- Burned all the debris piles left over from the ODF cleanup.
- The beavers have been busy cutting down more trees. Don Shay asked about the possibility of putting metal skirting around the largest trees which could pose a danger to homes if the beavers damage them.
- A question was asked about whether tarps other than blue could be used to cover the burn pile.
- Bought some new phones to replace faulty phones in the lodge.
- Asked if we can get a new costume for Santa for the upcoming Christmas party for kids. Board gave permission to get a new Santa costume.
- Discussed the possibility of more help for the party or for other parties/events that could be planned for adults to participate.
- Question was asked if we have the original plans for the water tank to help determine insurance coverage for replacement. Audrey said that we do have the blueprints.
- Question was asked about the time frame to get Gene trained as a backup for the water system operator/water master. A full year at 40 hours per week is the requirement, which could take 3-1/2 years to complete. Discussion followed about what Audrey's long term goals are concerning the water system and Timberline Rim.

Common Area report.

- Vacant position, no report.

Fire Safety Committee report.

- No report.

CC&R Committee report.

- No report.

Maintenance Committee report.

- Vacant position, no report.

Old Business:

Employee Handbook/Collection Policy report presented by Greg Ernst

A second employee handbook meeting was held. Made an outline of dreams and aspirations as well as realities for Timberline Rim as an organization.

Also had a collection policy meeting and worked on redefining a few triggers for the collection process. Don Shay, Greg Ernst, and Glenn Kraski went through the current collection policy and targeted areas that need to be updated to allow amount-triggered items and to require board approval before accounts go to collections.

Alarm System Upgrades

Gene found some wiring problems, but in general Audrey has had no problems with the alarm system, but certain other people seem to always have problems. It may be due to improper operation of the system.

New Business:

Insurance

Greg Ernst spoke about insurance. The law requires Timberline Rim to evaluate the insurance to make sure of proper coverage. It looks like we do have good insurance coverage. Will investigate flood insurance coverage and cost.

Donation to Fire Department

Don Shay asked that Timberline Rim sponsor Christmas “candy poppers” to donate to the Hoodland fire department to go into their Christmas baskets that they give out to families in the Hoodland community.

\$100.00 will buy the contents for making approximately 125 candy poppers for the fire department.

Discussion followed. Greg Ernst made a motion that Timberline Rim budget a maximum of \$125.00 toward the making of the candy poppers to donate to the Hoodland fire department Christmas baskets. Patti Gay-Buoy seconded the motion. All board members voted in favor.

Meeting adjourned 1:07 p.m.

Summary of motions made and approved:

6. Motion to accept October 2011 board meeting minutes as corrected. All board members present voted in favor.
7. Motion to suspend collection activity on current past due accounts, wherever possible, until the board has an opportunity to evaluate alternative companies. All board members present voted in favor.
8. Motion to budget a maximum of \$125.00 for the donation of candy poppers to the Hoodland fire department. All board members present voted in favor.

Respectfully Submitted,

Glenn Kraski, Secretary

Minutes for

Timberline Rim Recreation Club, Inc. Timberline Rim Water Company, Inc. Board Meeting

December 17, 2011; 10:20 a.m.

Board Members present: Don Shay (President), Shannon Herman (Vice President), Glenn Kraski (Secretary) and Patti Gay-Buoy

A quorum was established.

Minutes for the November 19, 2011 board meeting were read by Glenn Kraski. Minutes were discussed and corrections made. Patti Gay-Buoy made a motion to accept the minutes as corrected. Don Shay seconded the motion. All board members voted in favor of accepting the minutes as corrected.

Staff and committee reports:

Water and Facilities report presented by Audrey Edwards.

Cleaning went without major problems. Still waiting for the DVD that they record of the cleaning. fairly common.

culvert gets blocked it overflows onto the road and damages the road. If necessary, bars could be put on the road to help keep the water from washing out parts of the road.

. More teenagers than young children. There was plenty of food and everyone seemed to have a good time.

followed about how alcoholic beverages would be handled and if there were any liability issues with Timberline Rim sponsoring a party. Time was getting short for scheduling a party the year.

Office report prepared by Cathy Coogan, presented by Patti Gay-Buoy. Payment Schedule flier and the Homeowners & Rental Registration forms. yet.

Environment Services has requested to attend the January 21, 2012 board

meeting for the purpose of providing an update and answer session to Timberline Rim residents concerning the damage to the Hoodland outfall pipe caused by earlier flooding (located behind the Rendezvous Restaurant.

been paid approximately three times the amount due in delinquent accounts. And even though the attorneys say that Timberline Rim will be paid back the attorney fees when the delinquent accounts are collected, what is the likelihood that most of the accounts will actually be paid in full sometime in the future? bankruptcy. A solution has to be found very soon so that Timberline Rim doesn't keep bleeding money in an effort to collect a relatively small amount for delinquent accounts.

n agency. It could be that the alternative collection agency has other fees that are not apparent, which would leave Timberline Rim in no better a situation than now. Other options need to be found.

Treasurer report.

Common Area report.

Fire Safety Committee report presented by Don Shay. given the name of his replacement.

CC&R Committee report presented by Don Shay.

back from the attorney concerning the CC&Rs.

current voting standard of 55% positive vote to amend or remove contained in the CC&Rs.

Architectural Committee report presented by Jack Gann.

approved materials for the shed and setback requirements.

Old Business:

Employee Handbook/Collection Policy

Timberline Rim had to do an annual audit, but the attorney responded that a financial review is required every year as long as a CPA reviews it. Responsible that the membership could vote to not do an annual review, but the board felt that is was best that a review is done just for membership peace of mind.

New Business:

Insurance Update

areas it is sufficient, but some items, especially large components of the water system (water tank, for one) need to be evaluated for more coverage. Timberline Rim needs to have greater reserve fund, and it will take a long time to get to an acceptable level, so supplemental insurance coverage is needed to cover more expensive items.

Flooding Update



Meeting adjourned 11:50 a.m.

Summary of motions made and approved:

1. Motion to accept November 2011 board meeting minutes as corrected. All board members present voted in favor.

Respectfully Submitted,

Glenn Kraski, Secretary